

Federal Women's Program Board

ILLEGIB

Meeting 10 October
9:30 Rm 6E60 HQS




minutes

*Jan 1978 DCE
coordinators meeting
FEW
FNP course*

nov 1 - Wed. 9:30

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1. Summary of the Board Conference *a)*
2. Report of nominating committee for Co-chair of the Board
3. Election of Co-chair - 
4. Selection of Committee Chairs - *volunteers*
5. Report from Directorate Coordinators
6. Letter to supervisors of Board members for DDCI signature

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Future Meetings



14 November 9:30 Rm 6E60 HQS
21 November 2:00 Mtg with Mr. Hetu Rm 1F04 HQS
12 December 9:30 Rm 6E60 HQS

*Black report
C-100 - FNP*

Minutes of Meeting

10 October 1978

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Chaired, [REDACTED]

FWPC, EEO

ANNOUNCEMENTS

FEW, Northern Virginia Chapter, will meet 1 November 1978 at the Ft. Myers' Officers' Club. The program begins at 7 p.m. The speaker will be the Director of the Secret Service.

A file of information on courses of interest to women is maintained by the FWPC on the EEO office.

The Agency is looking for a representative to attend the Puerto Rican Women's Conference, 10-12 November 1978.

[REDACTED], EEO, is handling the matter.

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The Board Council, comprised of Working Group Coordinators, will meet at 0900 on 1 November 1978 in the EEO office to plan agendas for the November and December FWPB meetings.

WORKING GROUP COORDINATORS

It was resolved that the role of working group coordinators will be strengthened. Coordinators will serve as liaison with the FWPB, reporting to Edie and, in turn, briefing the working groups. It was decided that terms will be for six months, but this decision will be reviewed at the end of that time.

Reports from Working Group coordinators were as follows:

[REDACTED] DDS&T spoke on the senior secretary ranking panel.

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[REDACTED] DDO, stated that she and [REDACTED] are surveying volunteers for the DDO ad hoc committee group to establish a DDO working group. DDO procedures for ranking professional employees on EEO participation are being reviewed. A replacement for the third DDO FWP Board member is being selected.

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[redacted], DDA's EEO officer, will meet with the DDA working group to develop a closer working relationship. All EEO officers are invited to participate.

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NEW CHAIRMEN

[redacted] was elected Board co-chairman. [redacted] as full time women's coordinator, is chairman.) She will poll absent members to fill the remaining committee chairmanships established at the October workshop.

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New committee chairmen are as follows:

Historian

Membership Chairman -

Publicity Chairman -

Statistics Chairman -

Legal Chairman -

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FWPB PARTICIPATION LETTERS

[redacted] will provide letters to document FWPB members' participation by sending a letter as a member retires to the director of her directorate.

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DAY CARE CENTER

A questionnaire querying their interest and need is being circulated to 800 computer-selected Agency employees.

SHORTHAND TEST

The FWPB has been queried concerning the necessity for the extreme difficulty of the Agency's shorthand test that clerical employees must take to qualify for secretarial positions. It was decided that a short memo would be forwarded to the Secretarial MAAG.

WRAP-UP OF OCTOBER WORKSHOP

thanked all the October Conference participants for their support.

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NOVEMBER MEETING

The next board meeting will be held at 9:30 a.m.,
14 November 1978, in the NFAC Conference Room, 7E32.